



OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE  
HEALTH AFFAIRS

16401 EAST CENTRETECH PARKWAY  
AURORA, COLORADO 80011-9066

TRICARE  
MANAGEMENT ACTIVITY

PRD

CHANGE 7  
6010.51-M  
JANUARY 16, 2004

PUBLICATIONS SYSTEM CHANGE TRANSMITTAL  
FOR  
TRICARE OPERATIONS MANUAL (TOM)

The TRICARE Management Activity has authorized the following addition(s)/revision(s) to 6010.51-M, reissued August 2002.

**CHANGE TITLE:** DEERS CHANGES FOR THE NEXT GENERATION OF TRICARE CONTRACTS

**PAGE CHANGE(S):** See page 2.

**SUMMARY OF CHANGE(S):** The following changes reflect the current processes contractors must follow for eligibility verification, enrollments, claims adjudication, and transition.

**EFFECTIVE DATE:** December 19, 2003.

**IMPLEMENTATION DATE:** Upon direction of the Contracting Officer.

This change is made in conjunction with Aug 2002 TPM, Change No. 6 and Aug 2002 TSM, Change No. 6.

Evie Lammle  
Director, Program Requirements Division

ATTACHMENT(S): 36 PAGES  
DISTRIBUTION: 6010.51-M

WHEN PRESCRIBED ACTION HAS BEEN TAKEN, FILE THIS TRANSMITTAL WITH BASIC DOCUMENT

**REMOVE PAGE(S)**

**CHAPTER 1**

Section 8, pages 3 through 17

**CHAPTER 6**

Section 1, pages 1 through 9

**CHAPTER 15**

Table of Contents, pages i and ii

Section 3, pages 1 through 9

**INSERT PAGE(S)**

Section 8, pages 3 through 18

Section 1, pages 1 through 10

Table of Contents, pages i and ii

Section 3, pages 1 through 8

## SUMMARY OF CHANGES

### CHAPTER 1

#### 1. Section 8.

- a. Subsection 2.5.1., added clarifying language to indicate when contractors will begin actual enrollment processing. Added note to provide clarifying guidance on the reassignment of Resource Sharing Providers.
- b. Subsection 2.5.1., added clarifying guidance for Enrollment Actions during 45 Day Transition Period.
- c. Subsection 2.6.5., added requirement for contractor to reconcile outstanding enrollment record discrepancies transferred from the outgoing contractor to the incoming contractor.
- d. Subsection 2.7., added language to clarify where enrollment fee and paid through date information for enrollment policies will be obtained from and responsibility for the retainment of enrollment fees collected.
- e. Subsection 2.10.1., added requirements for integration testing and contractor Test Coordinators.
- f. Subsection 2.10.2.1., added note advising contractors of the identification of former spouses as sponsors in their own right, effective October 1, 2003.
- g. Subsection 3.1.3., corrected typographical error, "DDCD" to "CCDD".
- h. Subsection 4.5.2., added requirement for contractor to load and utilize the current version of the DEERS On-line Enrollment System software during transition as provided by the Government.
- i. Subsection 4.5.2., added clarifying guidance for Enrollment Actions during 45 Day Transition Period.

## **SUMMARY OF CHANGES (Continued)**

### **CHAPTER 6**

#### **2. Section 1.**

- a. Page 1, added pointer to the TRICARE Systems Manual for NED guidelines.
- b. Subsection 3.0., added clarifying language to indicate Primary Care Locations should be within a 20 mile radius of an MTF. Also added pointer to the TRICARE Systems Manual for beneficiary notifications to be provided by DMDC.
- c. Subsection 5.3., added requirements for contractors to develop enrollment forms that do not include a mailing address.
- d. Subsection 8.2., added note regarding conversion of unremarried former spouses to sponsors in their own right.

### **CHAPTER 15**

- 3. Table of Contents, Section 4.0. title revised, deletion of Section 5.0., and the subsequent renumbering of the section numbers.
- 4. Section 3, Subsection 4.0., revised section to indicate requirements for Enrollment Transfer Reports.